

EvaluateTemplate - v.1

ID	WBS	Name	Task Type	29, '02							Jan 5, '03							Jan 12, '03						
				M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	1	Name of Major Investment	Major Evaluate																					
2	1.1	REQ: Cost Planning Review	Cost Planning																					
3	1.1.1	300 REQ: Evaluate investment cost goals	Work Activity																					
4	1.1.2	300 REQ: Analyze performance against cost goals using approved EVM met	Work Activity																					
5	1.1.3	300 REQ: Evaluate performance against measurements and reports	Work Activity																					
6	1.1.4	Draft cost planning section for lessons learned document	Internal Work Product																					
7	1.2	REQ: Alternative Analysis Review	Alternative Analysis																					
8	1.2.1	Review CBA analysis versus actuals	Review																					
9	1.2.2	300 REQ: Review return on investment (ROI) with actuals	Work Activity																					
10	1.2.3	Draft alternative analysis section for lessons learned document	Internal Work Product																					
11	1.3	REQ: Security Analysis	Security Analysis																					
12	1.3.1	300 REQ: Update System Security Plan (SSP)	Work Activity																					
13	1.3.2	Circulate updated SSP for internal review	Review																					
14	1.3.3	Finalize updated detailed SSP	External Deliverable																					
15	1.3.4	Review security costs	Review																					
16	1.3.5	Establish security performance goals and measures	Work Activity																					
17	1.3.6	300 REQ: Update privacy impact assessment	Work Activity																					
18	1.4	Prepare for security certification and accreditation (C&A)	Work Activity																					
19	1.4.1	Determine security categorization	Work Activity																					
20	1.4.2	Identify C&A key participants (DAA, C&A team, CO)	Work Activity																					
21	1.5	Phase 1 - C&A Pre-certification activities	Work Activity																					
22	1.5.1	C&A Phase 1 started	Milestone																					
23	1.5.2	Develop draft Trusted Facility Manuals (TFM)	Work Activity																					
24	1.5.3	Develop draft Security Features Users Guide (SFUG)	Work Activity																					
25	1.5.4	Develop draft Standard Operating Procedures (SOP)	Work Activity																					
26	1.5.5	Develop draft Risk Assessment (RA)	Work Activity																					
27	1.5.6	Develop draft Disaster Recover (DR) plans	Work Activity																					
28	1.5.7	C&A Phase 1 completed	Milestone																					
29	1.6	Phase 2 - Conduct C&A	Work Activity																					
30	1.6.1	C&A Phase 2 started	Milestone																					

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31	1.6.2	Conduct the Security Testing and Evaluation (ST&E)	Work Activity																					
32	1.6.3	Update the RA with ST&E findings	Work Activity																					
33	1.6.4	Update the SSP	Work Activity																					
34	1.6.5	Document certification findings	Work Activity																					
35	1.6.6	C&A Phase 2 completed	Milestone																					
36	1.6.7	Forward certification findings to DAA for an accreditation decision	External Deliverable																					
37	1.7	REQ: Conduct C&A post-accreditation activities	Work Activity																					
38	1.7.1	OCIO REQ: Maintain approved system configuration and documentation	Work Activity																					
39	1.7.2	OCIO REQ: Conduct re-accreditation as necessary	Work Activity																					
40	1.8	REQ: Telecommunications Analysis Review	Telecommunications An																					
41	1.8.1	Evaluate telecommunication cost estimates against actuals	Work Activity																					
42	1.8.2	Evaluate performance against goals and measures	Work Activity																					
43	1.8.3	300 REQ: Conduct post implementation reviews of telecommunications infras	Review																					
44	1.9	REQ: Business Case Review	Business Case																					
45	1.9.1	300 REQ: Revisit investment alignment to agency mission/strategic goals and	Work Activity																					
46	1.9.2	300 REQ: Revisit investment's link to strategic goals from the President's Mar	Work Activity																					
47	1.9.3	OCIO REQ: Update major investment business case (Exh. 300)	Work Activity																					
48	1.9.4	Conduct review meeting for updated business case	Review																					
49	1.9.5	OCIO REQ: Revise investment review submission package	Work Activity																					
50	1.9.6	300 REQ: Obtain approval of OMB 300 Exhibit by Project Manager	Work Activity																					
51	1.9.7	Sponsor & Agency review investment submission	Review																					
52	1.9.8	Sponsor & Agency approve investment submission	External Deliverable																					
53	1.9.9	OCIO reviews initiative and recommend appropriate action	Review																					
54	1.9.10	300 REQ: Agency Head reviews re-baseline if project's EVMS measures ha	Review																					
55	1.9.11	E-Board makes final investment decisions	Milestone																					
56	1.9.12	Evaluate IT capital investment management process	Work Activity																					
57	1.9.13	Review historical scoring and trends of business case	Work Activity																					
58	1.9.14	Draft business case section for lessons learned document	Internal Work Product																					
59	1.10	REQ: Resource Planning Review	Resource Planning																					
60	1.10.1	Review resource performance	Work Activity																					

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61	1.10.2	Review utilization of purchased equipment and materials	Work Activity																					
62	1.10.3	Draft resource planning section for lessons learned document	Internal Work Product																					
63	1.11	REQ: Risk/Issue Planning Review	Risk/Issue Planning																					
64	1.11.1	Evaluate risk management methodology	Work Activity																					
65	1.11.2	Revisit mapping of OMB 19 risks (factors) to the project plan tasks	Work Activity																					
66	1.11.3	Evaluate risk tracking performance	Work Activity																					
67	1.11.4	Draft risk/issue section for lessons learned document	Internal Work Product																					
68	1.11.5	300 REQ: Update risk management plan	Internal Work Product																					
69	1.12	REQ: Process Planning Review	Process Planning																					
70	1.12.1	Review effectiveness of communications plan	Work Activity																					
71	1.12.2	Review effectiveness of change control plan	Work Activity																					
72	1.12.3	Review effectiveness of quality assurance plan	Work Activity																					
73	1.12.4	Review effectiveness of configuration management plan	Work Activity																					
74	1.12.5	Review effectiveness of schedule management plan	Work Activity																					
75	1.12.6	Review records management policy compliance	Work Activity																					
76	1.12.7	300 REQ: Review electronic transactions and record keeping processes cov	Work Activity																					
77	1.12.8	Draft process planning section of lessons learned document	Internal Work Product																					
78	1.13	REQ: Requirements Review	Requirements																					
79	1.13.1	Compare operating capability to planned requirements	Work Activity																					
80	1.13.2	Draft requirements section of lessons learned document	Internal Work Product																					
81	1.14	REQ: Design Review	Design																					
82	1.14.1	Evaluate functional design	Work Activity																					
83	1.14.2	Evaluate detailed design vs. operational capability	Work Activity																					
84	1.14.3	Draft design section of lessons learned document	Internal Work Product																					
85	1.15	REQ: Procurement Planning Review	Procurement Planning																					
86	1.15.1	Revisit number of contracts required to accomplish investment	Work Activity																					
87	1.15.2	300 REQ: Evaluate effectiveness of acquisition strategy	Work Activity																					
88	1.15.3	Draft procurement planning section of lessons learned document	Internal Work Product																					
89	1.16	REQ: Enterprise Architecture (EA)	Enterprise Architecture																					
90	1.16.1	Map investment to agency's architecture	Work Activity																					



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91	1.16.2	Ensure investment is consistent with agency's "to be" modernization blueprir	Work Activity																					
92	1.16.3	300 REQ: Determine investment's lines of business and sub-functions from F	Work Activity																					
93	1.16.4	OCIO REQ: Map investment to USDA EA	Review																					
94	1.16.5	Obtain approval by EA Review Committee	Review																					
95	1.17	REQ: Development/Modernization/Enhancement	Development																					
96	1.17.1	Evaluate development efforts	Work Activity																					
97	1.17.2	Draft development section of lessons learned document	Milestone																					
98	1.18	REQ: Testing Review	Testing																					
99	1.18.1	Evaluate testing efforts	Work Activity																					
100	1.18.2	Examine Test Problem Report (TPR)	Work Activity																					
101	1.18.3	300 REQ: Test management/operational and technical security controls	Work Activity																					
102	1.18.4	Review bug fixes in test environment	Work Activity																					
103	1.18.5	Draft test section of lessons learned document	Internal Work Product																					
104	1.19	Pilot Review	Pilot																					
105	1.19.1	Review pilot performance	Work Activity																					
106	1.19.2	Draft pilot section of lessons learned document	Internal Work Product																					
107	1.20	REQ: Production Planning Review	Production Planning																					
108	1.20.1	Evaluate production planning efforts	Work Activity																					
109	1.20.2	Draft production section of lessons learned document	Internal Work Product																					
110	1.21	REQ: Training Review	Training																					
111	1.21.1	Evaluate training performance	Work Activity																					
112	1.21.2	Review effectiveness of training materials	Work Activity																					
113	1.21.3	300 REQ: Continue to train new system users	Work Activity																					
114	1.21.4	Draft training section of lessons learned document	Internal Work Product																					
115	1.22	REQ: Operational Readiness Review	Operational Readiness																					
116	1.22.1	Evaluate operational readiness	Milestone																					
117	1.22.2	Draft operational readiness section of lessons learned document	Internal Work Product																					
118	1.23	REQ: Production Review	Production																					
119	1.23.1	Evaluate roll-out of system to entire investment group	Work Activity																					
120	1.23.2	Draft production review section of lessons learned document	Internal Work Product																					

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121	1.24	REQ: Post Implementation	Post Implementation																					
122	1.24.1	OCIO REQ: Conduct Post Implementation Review (PIR)	Milestone																					
123	1.24.2	Present results of PIR	Work Activity																					
124	1.24.3	Review PIR results and recommend appropriate action	Work Activity																					
125	1.24.4	Evaluate IT capital investment management process	Work Activity																					
126	1.24.5	Compile lessons learned document	Internal Work Product																					
127	1.24.6	Review lessons learned document	Review																					
128	1.24.7	Distribute lessons learned document	External Deliverable																					

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